



EXPEDITED RULE MAKING

CR-105 (June 2004)
(Implements RCW 34.05.353)
EXPEDITED RULE MAKING ONLY

Agency: Dept. of Licensing

Title of rule and other identifying information: (Describe Subject) **WAC 308-300-215 -- Master license service (MLS) state grants program**

NOTICE

THIS RULE IS BEING PROPOSED UNDER AN EXPEDITED RULE-MAKING PROCESS THAT WILL ELIMINATE THE NEED FOR THE AGENCY TO HOLD PUBLIC HEARINGS, PREPARE A SMALL BUSINESS ECONOMIC IMPACT STATEMENT, OR PROVIDE RESPONSES TO THE CRITERIA FOR A SIGNIFICANT LEGISLATIVE RULE. IF YOU OBJECT TO THIS USE OF THE EXPEDITED RULE-MAKING PROCESS, YOU MUST EXPRESS YOUR OBJECTIONS IN WRITING AND THEY MUST BE SENT TO

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Agency: Dept. of Licensing

Address: PO Box 9035, Olympia, WA 98507-9035

AND RECEIVED BY (Date) 45 days after publication in Register

Purpose of the proposal and its anticipated effects, including any changes in existing rules: The 2005 Legislature authorized and funded a grant program to help remove barriers from cities in Washington from participating in the Master License Service (MLS). This rule sets out the steps cities should follow in applying for these grants. The anticipated effect is that cities will more easily apply to secure a grant, and the more cities receiving grants, the more likely they will be able to participate in the MLS. This, in turn, will provide the public with a greater opportunity to more easily obtain a variety of business licenses.

Reasons supporting proposal: The Master License Service grants program will create state and local government agreements, and this rule sets out the process to obtain these grants. Without the rule, it will be more difficult for city officials to know the steps to take to apply for a grant. These rules will help cities obtain grant funding.

Statutory authority for adoption: RCW 19.02.030

Statute being implemented: HB 2131, 2005 Legislative Session, RCW 19.02.310

Is rule necessary because of a:

Federal Law?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Federal Court Decision?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
State Court Decision?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

If yes, CITATION:

DATE
12/5/2005

NAME (TYPE OR PRINT)
Andrea Archer

SIGNATURE

TITLE
Assistant Director, Dept. of Licensing

CODE REVISER USE ONLY

(COMPLETE REVERSE SIDE)

Name of proponent: (person or organization)

- ☐ Private
- ☐ Public
- ☐ Governmental

Name of agency personnel responsible for:

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Enforcement.....		N/A	()

Agency comments or recommendations, if any, as to statutory language, implementation, enforcement, and fiscal matters:

NEW SECTION

WAC 308-300-215 Master license service (MLS) state grant program. (1) The department's master license service (MLS) will provide information about the grant program, established in RCW 19.02.310, to Washington cities, towns, other state agencies and counties, at least once each calendar year, beginning in 2006.

(a) The MLS state grant program will begin in 2006. Applications will be accepted beginning January 3, 2006. Subject to the ongoing availability of funds, applicants will be notified about the department's decision on their completed application within sixty days. The department may fund all or portions of eligible grant applications.

(b) Prospective grant applicants may contact MLS staff for assistance with completion of the grant application, to include assistance by way of telephone or in-person contact.

(c) Applications and further information may be obtained from the Grants Coordinator, Master License Service, P.O. Box 9034, Olympia, WA 98507-9034.

(2) Eligible activities and expenses for grant funds can include, but are not limited to, reasonable expenses for: Information technology hardware and software, consultants and temporary staff.

(3) Two types of grants may be awarded: Phased grants, such as eighty percent initially and twenty percent upon completion, or reimbursement grants, in which payments are tied to deliverables or milestones.

(4) Before grant funds are provided, an agreement will be signed by the grantee and MLS that includes provisions for managing the grant, expenditure tracking and performance reporting.

(5) In determining the readiness of a prospective state agency or local government partner applicant to obtain a grant, the MLS may consider factors such as:

- (a) Identified limitations or obstacles to becoming partnered with MLS;
- (b) Flexibility within the entity's internal infrastructure;
- (c) The scope of the project for which the grant funds are requested;
- (d) The prospective partner's budget, including in-kind commitments and estimated transition costs;
- (e) Project management experience;
- (f) The cost/benefit ratio for a city partnership with MLS. The cost/benefit ratio shall be determined by estimating the cost for a city applicant to become a feasible partner with MLS; and
- (g) Proposed performance measures.

(6) The department may convene an objective review panel to evaluate grant applications.